

CATHEDRAL CITY
ENGINEERING DEPARTMENT POLICY

Subject: Requirements for Engineered Grading
Plans

Policy No: E 2002-02
Issued By: Jerry V. Jack
Date Issued: 1 Aug. 2002
Effective Date: Immediately
Supersedes: Policy A-31
Cross Reference: E2002-01

Effective 1 August 2002 all projects in the City of Cathedral City (unless otherwise determined by City staff) shall provide an engineered grading plan as part of the property development plans submittal package. This applies to everything from significant remodels (including swimming pools) to all single family residences, multi-family, retail, industrial & commercial.

This policy describes the grading plan requirements and provides the City's General, Grading & Paving boilerplate notes. All grading plans will be plan checked by the City Engineering Department and plan check fees will be paid to Engineering, separately from the Building Department Grading Permit or project Building Dept. plan check fees. Grading Permit fees are not a part of the plan check but will be paid to Building Dept. prior to commencing any work on the site. Any import or export of material or site clearing done prior to approval of the grading plan and issuance of the grading permit is not permitted. Work started prior to issuance of a permit will be stopped and double fees for permitting may be charged.

The Owner/Developer may request a pre-site inspection (at no cost) at the time of project application, prior to any work being done. If the Inspector determines the site is in such condition that no grading plan is required and construction can be managed under the provisions of the UBC or CALBO, then the requirement for a grading plan may be waived by the City.

The following items are the minimum required to be shown on all grading plan submittals:

1. The plan shall provide existing elevations either in a point/grid fashion or by use of contours, the 2nd method being preferable.
2. Existing & proposed elevations shall be based on known and identifiable benchmarks. Said benchmarks shall be identified on the plan whether a temporary benchmark (TBM) or a previously set benchmark is used. In every circumstance possible the City preference is that the City's established benchmark network be used. The network information is available at the Engineering Department.

3. The proposed plan shall provide pad and Finished Floor (FF) elevations. The pad layout shall represent the actual building. All setbacks (sides, front & rear) shall be shown on the plan.
4. All proposed hardscape shall include elevations, slope & drainage patterns.
5. The overall site drainage pattern shall be clearly delineated.
6. All block walls, perimeter walls and retaining structures shall indicate existing & proposed Top of Footing (TF), Top of Wall (TW) and existing/finished ground elevations at the wall base on both sides and each wall end, corner and mid-points where elevations change by more than one foot.
7. All surrounding properties shall be identified as vacant with existing ground elevations shown, and if not vacant, the adjacent FF elevations shall be shown as well as existing structures such as walls, fences, curbs, etc.
8. Minor street improvements may be shown on the grading plan. This may include but not be limited to sidewalk, curb & gutter, driveways and asphalt. The Engineering Department shall determine if a separate street plan is required.
9. The title block of the plan shall include the property address, plan check or application case number, owners name & address, engineering firm name & address, design engineer's name & address as well as the engineer's signature & stamp with expiration date, a block for the City Engineer's signature, the plan scale, plan title, north arrow, vicinity map & date.
10. The preferred plan scale is 1"=10' or 1"=20'.
11. All plans shall provide the adjacent street section, dimensions and visible & underground utility information. The plan shall also provide the location of existing or proposed septic tanks, leach lines and grease traps.
12. The property lines shall be shown with basis of bearings and dimensions.
13. North arrows shall be shown and oriented up or to the left.
14. All Cathedral City General Notes and appropriate grading or paving notes shall be on the plan in addition to any private design engineer's notes and the proper DigAlert information.
15. A construction quantities estimate shall be included, cut & fill quantities being the mandatory minimum.

16. A legend shall be included with keynotes as necessary to identify numbered notes, abbreviations, symbols, etc.
17. All plans shall indicate the location of any proposed or future pools or inground spas.
18. All grading plans shall include notes and call-outs to show PM10/Fugitive Dust Mitigation and Control measures per City Code Chapter 6.16, or shall include a separate plan for this item. All current AQMD mitigation and control measures as well as plan requirements shall be adhered to.
19. All grading plans shall include notes and call-outs to show compliance with Federal NPDES Standards if required by the site size or use.
20. Grading plans for properties that lie (either wholly or partially) within a flood zone per the FEMA/FIRM regulations shall also include the appropriate notes and design requirements per the FEMA regulations for “Building Within a Flood Hazard Zone”.
21. Control notes by the design professional shall be clearly highlighted on the plan so that prior to the installation of any hard surface or the building pad, the design Engineer or Architect shall provide the City Public Works Inspector & the City Building Official with a certified letter stating that all critical areas of ADA accessibility, pedestrian path-of-travel, handicapped parking areas, ramps, runs or other associated structures as requested by the Inspector have been formed per plan and the Engineer/Architect certifies these items will meet all plan and ADA, UBC, CALBO or similar code requirements for slope and clearance.

THIS POLICY WILL GO INTO EFFECT IMMEDIATELY

Approved this _____ day of _____, 2002.

Jerry V. Jack
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